



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

WASHINGTON, D.C. 20460

OFFICE OF
LAND AND EMERGENCY
MANAGEMENT

June 23, 2023

Anna East
Euna Solutions
20500 Belshaw Avenue #2156
Carson, California 90746

Re: Freedom of Information Act Request No. EPA-2023-004752, Initial Response

Dear Ms. East,

Thank you for your Freedom of Information Act request received by the U.S. Environmental Protection Agency (EPA) on June 12, 2023, which requested San Luis Valley Local Foods Coalition's winning grant application under the Supporting Anaerobic Digestion (AD) in Communities grant program. We would like to meet with you to get clarification on your request and to discuss the timeline. This will help process your request.

Clarification

As indicated in 40 C.F.R. § 2.102(c), please be prepared to discuss the specific information you are seeking. This will help us modify and process your request.

Note that the FOIA does not require an agency to create new records, answer questions posed by requesters, or attempt to interpret a request that does not identify reasonably described records. EPA's FOIA regulations in 40 C.F.R. § 2.102(c) state:

"Whenever possible, a request should include specific information about each record sought, such as the date, title or name, author, recipient, and subject matter. If known, the requester should include any file designations or descriptions for the records that the requester wants. The more specific the requester is about the records or type of records that the requester wants, the more likely EPA will be able to identify and locate records responsive to the request."

Timeline

In addition to receiving clarification on your request, we would also like to discuss an alternative timeline for your request.

Processing Fees

You were placed in the commercial fee category, which means you will be charged for search, review, and duplication costs in accordance with the Agency's regulations under 40 C.F.R. § 2.107. Once we

receive clarification on the scope of the request, we will provide additional information on the estimated cost to process your FOIA request, as the fee limit indicated in your FOIA request was \$100.00.

Next Steps

The processing clock is stopped for your FOIA request until we receive your clarification. Please respond to this request for clarification or modification within ten calendar days from the date of this letter. You may contact Ksenija Janjic at Janjic.Ksenija@epa.gov to schedule a meeting to discuss your request.

The following times (ET) are available:

July 3, 2023: 10:00 AM
July 3, 2023: 10:30 AM
July 3, 2023: 11:00 AM
July 6, 2023: 10:00 AM
July 6, 2023: 10:30 AM
July 6, 2023: 1:00 PM
July 6, 2023: 1:30 PM
July 7, 2023: 2:00 PM
July 7, 2023: 2:30 PM
July 7, 2023: 3:00 PM
July 7, 2023: 3:30 PM
July 11, 2023: 10:00 AM
July 11, 2023: 10:30 AM
July 11, 2023: 3:30 PM
July 12, 2023: 2:00 PM
July 12, 2023: 2:30 PM
July 12, 2023: 3:00 PM
July 12, 2023: 3:30 PM

Once the request is clarified we will continue processing your FOIA request and provide you with an estimated timeframe for completion. If we do not receive a response from you within this time period, we will consider your request to be voluntarily withdrawn. Please note that you are not prohibited from submitting additional Freedom of Information Act requests in the future. For more information, please visit our website at <https://www.epa.gov/foia>.

If you need any further assistance or would like to discuss any aspect of your request, you may seek assistance from EPA's FOIA Public Liaison at hq.foia@epa.gov or call (202) 566-1667. You may also seek assistance from the Office of Government Information Services (OGIS). You may contact OGIS in any of the following ways: by mail, Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001; email: ogis@nara.gov; telephone: (202) 741-5770 or (877) 684-6448; or fax: (202) 741-5769.

Sincerely,



Ksenija Janjic
Resource Conservation and Sustainability Division
Office of Resource Conservation and Recovery